

David Bordelon

From: Ashlee Pratt <Ashlee.Pratt@cityofzachary.org>
Sent: Monday, August 2, 2021 2:21 PM
To: David Bordelon
Subject: RE: La. Board of Ethics Advisory Opinion Request (No. 2021-479)

EXTERNAL EMAIL: Please do not click on links or attachments unless you know the content is safe.

Mr. Bordelon,

Although Mr. Lawson's field of expertise is sewer and Mr. Johnson's is water and gas the utilities department is one department, and they as co-department heads share all aspects of the duties to run the department efficiently. Mr. Lawson currently approves all payroll for the utility department.

I unfortunately do not have an organizational chart specifically for the utilities department.

Please let me know if you have any questions.

Thank you,

Ashlee Pratt

Human Resource Director
City of Zachary
P.O. Box 310
Zachary, LA 70791
P: 225-654-1932
F: 225-654-5306



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From: David Bordelon <David.Bordelon@la.gov>
Sent: Monday, August 2, 2021 10:12 AM
To: Ashlee Pratt <Ashlee.Pratt@cityofzachary.org>
Subject: RE: La. Board of Ethics Advisory Opinion Request (No. 2021-479)

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Ms. Pratt,

Ursula Shaw forwarded me your concerns. I certainly don't want my Board to issue an opinion based on facts that may not be accurate.

The City of Zachary website has the positions broken down as Mr. Lawson over Sewer and Mr. Johnson over Water and Gas. Does the city organization chart do the same? Can you send me a chart that shows the layout of the utilities department?

Also, since you are saying that they are co-directors, how are the supervision responsibilities determined? Who approves payroll and scheduling?

I understand your concerns and intend to pull the opinion to allow the Board to consider this additional information.

David M. Bordelon

Staff Attorney
Louisiana Board of Ethics
Lasalle Building, 10th Floor
617 N. Third Street (70802)
P.O. Box 4368 (70821)
Baton Rouge, Louisiana
Direct: 225.219.5605
Office: 225.219.5600
Toll Free: 1-800-842-6630

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From: Ursula Shaw <ursula.shaw@cityofzachary.org>

Sent: Friday, July 30, 2021 1:32 PM

To: David Bordelon <David.Bordelon@la.gov>

Cc: Lionell Lawson <Lionell.Lawson@cityofzachary.org>

Subject: FW: La. Board of Ethics Advisory Opinion Request (No. 2021-479)

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GOOD AFTERNOON,

MR. LIONELL LAWSON WANTED TO FORWARD THE BELOW RESPONSE FROM OUR HUMAN RESOURCE DIRECTOR.

ANY QUESTIONS OF CONCERNS PLEASE CALL.

Ursula Shaw
Utilities Secretary
City of Zachary
225-654-0201 Office
4363 W. Mae St
Zachary, LA 70791

From: Ashlee Pratt <Ashlee.Pratt@cityofzachary.org>

Sent: Tuesday, July 27, 2021 9:52 AM

To: John Hopewell <john.hopewell@cityofzachary.org>; David Amrhein <David.Amrhein@cityofzachary.org>

Cc: Ursula Shaw <ursula.shaw@cityofzachary.org>; Lionell Lawson <Lionell.Lawson@cityofzachary.org>

Subject: RE: La. Board of Ethics Advisory Opinion Request (No. 2021-479)

Based on the language in the attached proposed draft from the Louisiana Board of Ethics, I am not confident that the operation of our Utility Department was conveyed to their office correctly in the original request for an advisory opinion. The Utility Department is one department. Jeff and Lionell are the co-department directors over the entire Utility Department. All employees in the Utility Department are to be cross trained to work all aspects of utilities: water, gas, and sewer. All Utility Department employees can also be transferred from any crew to another crew at any time during their employment.

Per the draft, the statement "You have no involvement with the Gas & Water Utilities Department" is not an accurate statement.


Based on the information received, the operation of the City of Zachary's Utility Department and Mr. Lawson's position and job duties I do not agree with the hiring of Mr. Lawson's son as it is undoubtedly an ethics violation.

Ashlee Pratt
Human Resource Director
City of Zachary
P.O. Box 310
Zachary, LA 70791
P: 225-654-1932
F: 225-654-5306



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From: John Hopewell <john.hopewell@cityofzachary.org>
Sent: Monday, July 26, 2021 12:42 PM
To: Ashlee Pratt <Ashlee.Pratt@cityofzachary.org>
Cc: Ursula Shaw <ursula.shaw@cityofzachary.org>; Lionell Lawson <Lionell.Lawson@cityofzachary.org>
Subject: FW: La. Board of Ethics Advisory Opinion Request (No. 2021-479)

Ashlee,

Mr. Lawson is set to obtain a governmental ethics opinion regarding the potential hiring of his son. I am attaching the proposed draft. After the hearing, and assuming that the board adopts the recommendation as drafted, they will sent him the opinion letter. Once received and if the son is hired, we should place a copy in his file. Thereafter, we will need to be mindful of the fact that such an opinion exists and that we should adhere to its mandates.

From: Ursula Shaw <ursula.shaw@cityofzachary.org>
Sent: Sunday, July 25, 2021 2:49 PM
To: John Hopewell <john.hopewell@cityofzachary.org>
Subject: FW: La. Board of Ethics Advisory Opinion Request (No. 2021-479)

*Ursula Shaw
Utilities Secretary
City of Zachary
225-654-0201 Office
4363 W. Mae St
Zachary, LA 70791*

From: David Bordelon <David.Bordelon@la.gov>
Sent: Thursday, July 22, 2021 3:05 PM
To: Ursula Shaw <ursula.shaw@cityofzachary.org>
Subject: La. Board of Ethics Advisory Opinion Request (No. 2021-479)

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Ms. Shaw,

Attached is a draft of the opinion for Mr. Lawson to review. Let me know if there are any questions.

David M. Bordelon
Staff Attorney
Louisiana Board of Ethics
Lasalle Building, 10th Floor
617 N. Third Street (70802)
P.O. Box 4368 (70821)
Baton Rouge, Louisiana
Direct: 225.219.5605
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